

**CITY OF EL PASO, TEXAS**  
**AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: General Services

AGENDA DATE: April 10, 2012

CONTACT PERSON/PHONE: STUART ED, GENERAL SERVICES DIRECTOR, 621-6822  
BRUCE D. COLLINS, PURCHASING MANAGER, 541-4313

DISTRICT (S) AFFECTED: ALL

**SUBJECT:**

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

General Services requests that Mayor and Council approve a purchase order to Casa Ford, Inc. for the purchase of nine (9) Animal Transport Vehicles as described below:

- ¾ Ton Extended Cab Animal Transport Vehicle - \$47,920.26
- O-1 – O-3 – Factory Power Package (Windows, Locks, Mirrors) - \$743.00
- O-4 – Cruise Control/Tilt Wheel - \$195.00
- O-5 – 4 Wheel Drive - \$2,677.00
- O-6 – Hitch – Standard
- O-7 – Towing Package w/7 Pin Electrical – Included
- O-8 – Communications Package, Complete and Installed - \$10,925.00

Total Cost per vehicle is \$62,460.26 and total expenditures are \$562,142.34.

**BACKGROUND / DISCUSSION:**

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

The General Services - Fleet Division is recommending the award of the above bid to Casa Ford, Inc. who was the most, responsive, responsible bidder. The city is currently in the process of replacing the old fleet through a Fleet Replacement Program. The program targets vehicles and equipment that have met their life expectancy and replaces them with vehicles or equipment that operate more efficiently, more environmentally-friendly, and at a lower cost to the city. Local business is being supported.

**PRIOR COUNCIL ACTION:**

Has the Council previously considered this item or a closely related one?

Yes. City Council approved a similar purchase in 2009.

**SELECTION SUMMARY:**

This solicitation was advertised on February 7, 2012 and February 14, 2012, and opened on February 29, 2012. On February 7, 2012, postcards were mailed out, the solicitation was posted on the City's website on and the email (Purmail) notification was sent out. Eighteen local (18) bidders were solicited and three (3) local bidders responded.

**AMOUNT AND SOURCE OF FUNDING:**

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

37150068-508054-27265-PFLESVC01 - General Services Department - Cars, Pickups, Vans  
37150068-508055-27265-PFLESVC01 – General Services Department – Buses, Large Trucks

**BOARD / COMMISSION ACTION:**

Enter appropriate comments or N/A

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

DEPARTMENT HEAD: \_\_\_\_\_  
Name Signature Date

**COUNCIL PROJECT FORM  
(Best Value BID)**

\*\*\*\*\***POSTING LANGUAGE BELOW**\*\*\*\*\*

Please place the following item on the **REGULAR** agenda for the Council Meeting of **APRIL 10, 2012**.

Discussion and action of Solicitation No. 2012-161 (Animal Transport Vehicles) to Casa Ford, Inc., for a total award of \$562,142.34.

Department:	General Services – Fleet Division
Award to:	Casa Ford, Inc. El Paso, TX
Item(s):	1, O1-O8
Option:	No Option Offered
Payment Terms:	Net 30
Total Award:	\$562,142.34 (9 vehicles)
Account:	37150068-508054-27265PFLESVC01 37150068-508055-27265-PFLESVC01
Funding Source:	General Services – Cars, Pickups, Vans General Services – Buses, Large Trucks
District(s):	All

This is a Best Value, single (one-time) purchase.

The Financial Services - Purchasing Division and General Services – Fleet Division recommend award as indicated to Casa Ford, Inc, the bidder offering the best value bid.

Financial Services – Purchasing Division is requesting City Council waive the delivery time requirement as minor irregularity since no vendor could meet that requirement.

\*\*\*\*\***ADDITIONAL INFO BELOW**\*\*\*\*\*

# COMMITTEE SCORE SHEET

**BID NO.:** 2012 - 161  
**BID TITLE:** ANIMAL TRANSPORT VEHICLES  
 GENERAL SERVICES DEPARTMENT

	CALDWELL AUTOMOTIVE PARTENERS, LLC dba CADWELL COUNTRY CHEVROLET CALDWELL, TX	CALDWELL COUNTRY FORD, LLC  CALDWELL, TX	CASA FORD INC.  EL PASO, TX	DICK POE DODGE LP  EL PASO, TX	PHILPOTT MOTORS  NEDERLAND, TX
<b>Cost w/Options O1-O8</b> (# points/percent max) <b>60</b>	\$632,097.00 53.36 Chevrolet w/Swab Body	\$634,599.00 53.15 Ford w/Swab Body	\$562,142.34 60.00 Ford w/Swab Body	\$604,863.81 55.76 Dodge w/Swab Body	\$566,568.00 59.53 Ford w/Custom Fiberglass Body
<b>Reputation &amp; Quality of the Bidder's Services (References)</b> (# points/percent max) <b>25</b>	23.00	23.00	23.00	0.00	23.00
<b>Bidder's Operational Information</b>					
<b>Employs Minimum of Ten Employees Locally</b> <b>5</b>	0.00	0.00	5.00	5.00	0.00
<b>Total Hours Open for Repairs per week</b> <b>5</b>	0.00	0.00	5.00	5.00	0.00
<b>Past Performance</b> (# points/percent max) <b>5</b>	0.00	0.00	5.00	2.00	0.00
<b>GRAND TOTAL</b> <b>100</b> (100 points/percent max)	<b>76.36</b>	<b>76.15</b>	<b>98.00</b>	<b>67.76</b>	<b>82.53</b>

# COMMITTEE SCORE SHEET

**BID NO.:** 2012 - 161

**BID TITLE:** ANIMAL TRANSPORT VEHICLES  
GENERAL SERVICES DEPARTMENT

	RUDOLPH CHEVROLET, LLC  EL PASO, TX	SAM PACK'S FIVE STAR FORD  CARROLLTON, TX			
<b>Cost w/Options O1-O8</b> (# points/percent max) <b>60</b>	\$583,812.00 57.77 Chevrolet w/Swab or Custom Fiberglass Body	\$592,173.00 56.96 Ford w/Deerskin Mfg. Body			
<b>Reputation &amp; Quality of the Bidder's Services (References)</b> (# points/percent max) <b>25</b>	0.00	17.00			
<b>Bidder's Operational Information</b>					
<b>Employs Minimum of Ten Employees Locally</b> <b>5</b>	5.00	0.00			
<b>Total Hours Open for Repairs per week</b> <b>5</b>	5.00	0.00			
<b>Past Performance</b> (# points/percent max) <b>5</b>	4.00	4.00			
<b>GRAND TOTAL</b> <b>100</b> (100 points/percent max)	<b>71.77</b>	<b>77.96</b>			







# CITY OF EL PASO BID TABULATION FORM



Bid Opening Date: February 29, 2012  
Project Name: Animal Transport Vehicles

Solicitation #: 2012-161  
Department: General Services- Fleet

			DICK POE DODGE LP EL PASO, TX		PHILPOTT MOTORS NEDERLAND, TX		RUDOLPH CHEVROLET, LLC EL PASO, TX	
ITEM	QTY.	DESCRIPTION OF ITEM	UNIT PRICE	TOTAL PRICE (UNIT PRICE X QUANTITY)	UNIT PRICE	TOTAL PRICE (UNIT PRICE X QUANTITY)	UNIT PRICE	TOTAL PRICE (UNIT PRICE X QUANTITY)
1	9 EACH	3/4 TON EXTENDED CAB ANIMAL TRANSPORT VEHICLE (UNIT PRICE MUST INCLUDE ALL S/H & DELIVERY CHARGES)	\$52,972.90	\$476,756.10	\$47,999.00	\$431,991.00	(SWAB BODY) \$49,449.00	\$445,041.00
			BIDDER'S ACTUAL BID \$473,156.00		BIDDER'S ACTUAL BID \$43,199.10			
YEAR/MANUFACTURER/MAKE			2012 DODGE RAM 2500		2012 FORD *Optional if you add Amber Warning Lights, add \$330.00 per Vehicle		2012 CHEVY SILVERADO * Last day to order is 03/22/12 * Add \$125.00 per Unit for Custom Coach Body	
MODEL NUMBER			DJ2L91		F-250 EXT. CAB 4X4		CC 20953	
OPTIONAL ITEM PRICING:			(SUBJECT TO AVAILABILITY OF FUNDS) PLEASE INDICATE WHETHER OPTIONAL EQUIPMENT REQUESTS IS INCLUDED AS STANDARD EQUIPMENT BY THE MANUFACTURER OR IS OFFERED BY THE BIDDER AT NO CHARGE USING: 'INCL'-INCLUDED, 'STD'-STANDARD EQUIPMENT, 'N/C'-NO CHARGE OR '\$0.00' PLEASE INDICATE WHETHER OPTIONAL EQUIPMENT THAT IS NOT AVAILABLE ON A VEHICLE SERIES USING: 'N/A'-NOT AVAILABLE.					
EXTENDED CAB (PRICE PER VEHICLE)			3/4 TON		3/4 TON		3/4 TON	
O-1	POWER WINDOWS		STD		\$743.00		PACKAGE	
O-2	POWER LOCKS		STD		\$0.00		\$999.00	
O-3	POWER WINDOWS		STD		\$0.00		PACKAGE (MIRRORS)	
O-4	CRUISE CONTROL/TILT WHEEL		STD		\$195.00		STD	
O-5	4WD		\$3,000.00		\$2,900.00		\$2,955.00	
O-6	HITCH		\$263.82 ( CLASS IV - STD / CLASS III)		STANDARD		\$285.00	
O-7	TOWING PACKAGE W/7 PIN ELECTRICAL		\$45.37		\$0.00		\$55.00	
O-8	COMMUNICATIONS PACKAGE, COMPLETE AND INSTALLED. SEE DETAILED SPECIFICATIONS, SECTION B, PAGE 8 AND 9 (PER VEHICLE)		\$10,925.00		\$11,125.00		\$11,125.00	

NOTE: This is a Best Value Procurement. Price and other factors shall be evaluated to determine an awardee.

The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.

APPROVED BY: \_\_\_\_\_

DATE: 3/12/12







# CITY OF EL PASO BID TABULATION FORM



**Bid Opening Date:** February 29, 2012  
**Project Name:** Animal Transport Vehicles

**Solicitation #:** 2012-161  
**Department:** General Services- Fleet

	SAM PACK'S FIVE STAR FORD NORTH CARROLLTON, TX		
<p><b>OPTION TO PURCHASE ADDITIONAL QUANTITY OF ITEMS</b></p> <p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO PURCHASE AN ADDITIONAL QUANTITY OF ITEMS, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF PURCHASING ONE HUNDRED PERCENT (100%) OF THE ORIGINAL CONTRACT QUANTITIES, AT THE SAME UNIT PRICE, IF THE OPTION IS EXERCISED WITHIN:</p>			
A. SIXTY (60) DAYS FROM DATE OF AWARD OF THE CONTRACT.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. NINETY (90) DAYS FROM DATE OF AWARD OF THE CONTRACT. OF THE CONTRACT.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. ONE-HUNDRED, EIGHTY (180) DAYS FROM DATE OF AWARD OF THE CONTRACT.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. NO OPTION OFFERED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>PAYMENT TERMS:</b>	NONE STATED		
<b>BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:</b>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
<b>BIDDER'S PROMISED DELIVERY:</b> Within _____ consecutive calendar days	120-130		
IF BIDDER DOES NOT SPECIFY AN EARLIER DELIVERY, THE CITY'S REQUIRED DELIVERY SHALL PREVAIL. A DELIVERY DATE LATER THAN THE CITY'S REQUIRED DELIVERY MAY BE CAUSE FOR REJECTION OF THE BID.			
<b>BIDS SOLICITED:</b> 23	<b>BIDS RECEIVED:</b> 7	<b>BIDS LOCAL:</b> 17	<b>NO BID:</b> 0

**NOTE:** This is a Best Value Procurement. Price and other factors shall be evaluated to determine an awardee.  
 The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.

APPROVED BY: ISI

DATE: 3/12/12

DICK POE CHRYSLER  
6501 MONTANA AVENUE  
EL PASO, TX 79925

DICK POE DEALERSHIPS  
1363 AIRWAY BLVD.  
EL PASO, TX 79925

MIDWAY CHEVROLET  
5915 MONTANA AVENUE  
EL PASO, TX 79925

SUNLAND PARK  
PONTIAC BUICK GMC  
955 CROCKETT WAY  
EL PASO, TX 79922

MISSION CHEVROLET  
1316 GEORGE DIETER  
EL PASO, TX 79936

SHAMLALEY FORD  
11301 GATEWAY BLVD. W  
EL PASO, TX 79936

HOY FOX AUTOMOTIVE GROUP  
7230 VISCOUNT BLVD.  
EL PASO, TX 79925

RUDOLPH AUTOMOTIVE GROUP  
ATTN: MIKE RUFFIN  
5625 S. DESERT  
EL PASO, TX 79932

CASA FORD  
ATTN: RICK KENLEY  
5815 MONTANA AVENUE  
EL PASO, TX 79925

MACK MASSEY MOTORS  
950 CROCKETT STREET  
EL PASO, TX 79922

BRAVO CHEVROLET  
CADILLAC HUMMER  
6555 MONTANA AVENUE  
EL PASO, TX 79925

TRAVIS CRAWFORD BUICK  
6800 MONTANA AVENUE  
EL PASO, TX 79925

DRIVEWAY DODGE  
8434 GATEWAY BLVD. E  
EL PASO, TX 79907

EL PASO HONDA  
1490 LEE TREVINO  
EL PASO, TX 79936

EXPRESSWAY FORD  
5550 N. DESERT BLVD.  
EL PASO, TX 79912

ASMAR TRUCK EQUIPMENT  
7713 ALAMEDA AVENUE  
EL PASO, TX 79915

ENTERPRISE RENT-A-CAR  
ATTN: JENNIFER JENNINGS  
4115 N. MESA  
EL PASO, TX 79902

FABCO INDUSTRIES INC.  
8406 SPRAGUE ROAD  
ODESSA, TX 79764

JACK KEY MOTORS  
1840 N. MAIN  
LAS CRUCES, NM 88001

BRAVO CHEVROLET  
1601 S. MAIN ST.  
LAS CRUCES, NM 88005

SISBARRO BUICK, PONTIAC  
425 W. BOUTZ ROAD  
LAS CRUCES, NM 88005

BORMAN MOTOR COMPANY  
470 W. BOUTZ  
LAS CRUCES, NM 88005

VISION FORD LINCOLN-MERCURY  
1500 S. WHITE SANDS BLVD.  
ALAMOGORDO, NM 88310